

BUILDING MAINTENANCE WORKER I

Full-Time

City of Council Bluffs

JOB TITLE: Building Maintenance Worker I

DEPARTMENT: Public Works

SUPERVISOR: Building Maintenance Superintendent

The city of Council Bluffs is an Equal Opportunity Employer.

General Statement of Duties:

- Performs a variety of skilled tasks in the maintenance of City buildings, grounds and equipment; does related work as required.

Distinguishing Features of the Class:

- The work of this class involves performance of a wide variety of building maintenance tasks including plumbing, electrical, carpentry, masonry, and mechanical work. Work is performed under minimal supervision with assigned tasks completed in a safe, efficient manner. This class is distinguished from other maintenance classifications by the wide variety of trade skills utilized and the high level of quality workmanship necessary.

Essential Job Functions: (Illustrative only)

- Performs carpentry, plumbing, electrical, masonry, and mechanical work on new construction and maintenance and repair work on existing buildings, facilities and equipment
- Installs, maintains and repairs air conditioning, heating and ventilation systems
- Installs, maintains and repairs exterior surfaces as well as interior walls, floors, ceilings and furniture
- Operates power, hand tools, and test equipment
- Performs grounds maintenance including operation of mowing and snow removal equipment and irrigation systems.

Required Knowledge, Skills and Abilities:

- Ability to perform skilled carpentry, painting, masonry, plumbing, mechanical and electrical work
- Ability to perform work in a logical, orderly, and skillful manner
- Ability to accurately read and interpret blueprints, sketches, written instructions, manufacturer's instruction manuals, procedures, and detailed specifications

- Ability to perform work using appropriate equipment, tools, materials, and skills
- Proper knowledge of safe and efficient use of tools and equipment
- Adaptability to changes in equipment, assignments, procedures, and methods
- Ability to perform high level of workmanship
- Ability to work effectively with staff
- Willingness to accept work assignments that require additional training to perform
- Ability to safely lift objects weighing up to fifty (50) pounds on a regular basis
- Ability to stand or walk the majority of the day
- Endurance to lift, pull, transport, and handle equipment and materials

Acceptable Experience and Training:

- H.S. Diploma or GED
- Completion of a technical degree or certificate program in a related craft with three years' responsible work experience in all trades associated with building maintenance
- Extensive building maintenance experience may be considered in lieu of a technical degree

Must become resident of the State of Iowa within two years of appointment.

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